



Attachment B: Specifications

RFx: 3000022795

Title: Barber Services - DVA

To establish a contract to provide Barber Services for residents (ambulatory and bedridden) of the Northwest LA War Veterans Home located at 3130 Arthur Ray Teague Parkway, Bossier City, LA 71112.

To provide haircuts for male and female residents twice a month or as deemed necessary by the facility.

SERVICES TO BEGIN FROM JULY 1, 2024 – JUNE 30, 2025

CHARGE PER HEAD

HAIR CUT RATE: 120 RESIDENTS APPROXIMATELY

WORK HOURS 9:00 A.M.-4:30 P.M.

VENDOR WILL SCHEDULE SERVICES ON EITHER MONDAY OR TUESDAY SO AS TO KEEP WITHIN THE RESIDENTS DAILY SCHEDULE. DAY MUST BE AGREED UPON BY VENDOR AND FACILITY.

Barber to maintain a ledger of services provided containing name of veteran and services provided.

Bidder shall provide verifiable documentation that they have a minimum of two (2) years work experience of providing barber services. This identical information shall be submitted on any employee of the bidder, if the bidder will not be the one actually performing the services.

Agency requires copy of license for display upon award per state board of Barber/cosmetology. Barber must maintain a current license the duration of the contract.

Possession of a current license to practice as a barber/beautician in the state of Louisiana will be required.

Barber shall be responsible for keeping their work area clean at all times as well as disinfecting clippers and all other work tools between each haircut and will be responsible for keeping the area clean and free from hair by sweeping/mopping chair and floor.

Vendor will be responsible for properly brushing hair off of resident after cutting service.



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All the agency equipment and shop areas are to be kept in good working and sanitized conditions to insure the preservation of health. Vendor to adhere to all agency policies and procedures.

Vendor to furnish necessary supplies, tools, equipment and repairs of own equipment for operation of barber shop.

Contractor shall accept feedback on performance from residents provided by the designated personnel at the facility and readily respond to any concerns.

As part of the evaluation process, the bidder of the barber who will actually perform the services if selected, may be asked to cut several textures of hair to assure they can provide acceptable service to residents of the facility. However due to budget constraints, the facility shall not be liable for any payments associated with haircuts or travel reimbursements for this evaluation process.

Vendor will not work during any state declared holiday. If holiday should fall on scheduled work day, vendor is required to reschedule workday in agreement with facility.

Travel to and from the facility is included with pricing.

Contractor shall call the administrator or other administrative staff at the facility at least twenty-four (24) hours in advance of any cancellation. More than three (3) cancellations in a two (2) month period may be cause for contract cancellation. The contractor is the sole point of contact and is responsible for the proper execution of the contract whether or not he/she performs the services.